OTS Requisition Audit
The OTS system has included a new feature that allows OTS users, with Supply Query authority, to see the OTS Requisition Audit history. The OTS audit history displays the "state" of a requisition as it moves through the OTS system. It is still critical for activities to understand the state of their requisitions as part of their overall supply readiness posture.

An OTS user, with Supply Query authority, can review OTS Requisition Audit records by selecting the Requisition Audit link (See Figure 1)
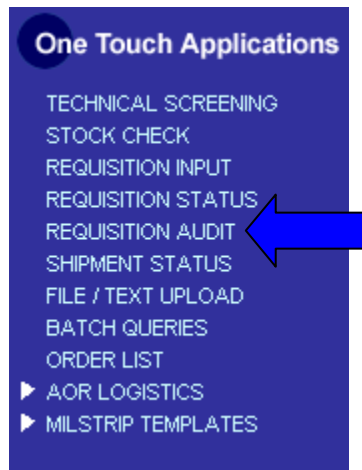

Figure 1: Requisition Audit link on Left-Hand Navigation Bar

Once the user clicks on the Requisition Audit link, the system will begin searching for records based on the default settings. The default settings can be established by the user, however the system default settings will remain in-place until the user makes default changes. The system default setting is set to search for requisitions submitted within the last seven (7) days for the DoDAAC/UIC in the user's OTS profile.

After clicking the Requisition Audit link, the system performs the default Requisition Audit search. If records are found within the default search parameters, the OTS Audit Summary screen will be presented. (See Figure 2) If records are not found within the search parameters, the OTS Audit Search Criteria screen will be presented. (See Figure 5)

Figure 2: OTS Audit Summary screen

If a record has a "SUBMIT – DAAS" state, the user can view requisition status from the DoD supply system by checking the box to the right of the record and clicking the "Requisition Status" button. (See Figure 3)

The OTS Audit Summary screen displays the most recent state of each requisition. To see the entire audit history, click the "Audit" link to the right of the record. The Requisition Audit history screen will be displayed. (See Figure 4)

Figure 3: Requisition Status from the OTS Audit History screen

(Note: One or more record can be checked at one time.)

Figure 4: OTS Audit History screen

The full 80 cc MILSTRIP record can be viewed by clicking the "MILSTRIP" link to the right of the audit record.

To refine the OTS audit search criteria, click the "Refine Search" button at the bottom of the OTS Audit Summary screen. The OTS Audit Search Criteria screen will be presented. (See Figure 5)

Search OTS Audit Records

Please enter your search criteria.

Enter either Requisition Doc Number alone or one of the search criteria from the rest of the parameters.

Only records that match all entered values will be displayed.

Note:
- UIC must be a valid 6 character string. UIC is defaulted to your own if no value entered.
- # of Days Since Submission is defaulted to 7 days if no value entered.
- Julian Date To is defaulted to Today's Date if no value entered.
- The system will return up to 1,000 records except when a Batch Number is provided.

Requisition Doc Number	[ ]
Requisition with Julian dates between	[ ] (From) and [ ] (To)
OTS State	[▼]
Doc ID	[▼]
Last Action Date:	Last [ ] days
UIC	[ ]
User Last Name	[ ]
OTS Batch File Name	[ ]
# of Days Since Submission	[ ]

☐ Make Default

[SUBMIT] [RETURN]

Figure 5: OTS Audit Search Criteria screen

The user must always specify the DoDAAC/UIC for the search, otherwise the DoDAAC/UIC will use the default DoDAAC/UIC. (If the user is conducting a search by requisition number or OTS Batch File Name, the DoDAAC/UIC is not required.)
Users can change the default search parameters by entering the parameters and checking the "Make Default" checkbox at the bottom of the search screen.

The definitions of OTS audit history states are as follows:

1. Submit – used when a record is sent to another system external to OTS
2. Reject – used when a record could not be accepted for processing by DAAS. (Note: Users who submit requisitions through OTS that are rejected by DAAS also receive an automated email notification indicating their requisition was rejected by DAAS.)

OTS has additional audit history states, but they relate specifically to users using the new AOR Logistics capability.

AOR Logistics
A pilot project was funded by the Navy eBusiness Operations Office to improve the timeliness and accuracy of processes used to fill as many requisitions as possible for deployed ships with assets pre-positioned in a theater of operations. New processes are being implemented on the back end to reduce processing time and improve the information available to deployed ships concerning the disposition of requisitions they have submitted during a deployment. There will be essentially no changes as far as the requistioner is concerned for those requisitioned submitted to the DoD Supply System via OTS.   This project referred to as AOR Logistics provides better requisition response time to deployed afloat unit customers by bringing together requisition input, fulfillment decision support, and requisition status through a single point of entry. This will improve the process of screening requisitions against material assets held on Combat Logistics Force (CLF) ships, or other 'In-Theater' assets as well as moving material requirements that cannot be satisfied 'In Theater' to the DoD supply system as quickly as possible.

The new "Requisition Audit" feature is valuable to the AOR Logistics process because it helps the user understand the disposition of requisitions as it moves through the AOR logistics process.

The definitions of the OTS audit history states that apply specifically to the AOR Logistics process are as follows:
1. Pending – used when a requisition has a local inventory source that could potentially fill the material requirement and has been routed to the AOR Work Queue for review.
2. Delivered – used when a requisition has a Material Release Order to an inventory source, as identified by the ZAP- IT! Afloat tool.
3. Reject – used when a record could not be accepted for processing by a system external to OTS. In the AOR Logistics process, this state occurs because the requisition could not be filled via the ZAP-IT! Afloat process. If a requisition can not be filled via the ZAP-IT! Afloat process, it will automatically be sent to the DoD supply system via DAAS; nevertheless, the "reject" state will still be recorded in the Audit history.

This program will also allow deployed units that do not have continuous or reliable Internet access to utilize this new capability. By using an off-line tool, users will submit requisitions and receive status on the final disposition of their requisitions by their servicing AOR Administrators.

Complete details regarding the AOR Logistics capability will be found in an AOR Logistics User Guide.

Display OTS Batch ID for All Requisition Submissions
To allow for better tracking of groups of requisition submitted in OTS, a batch ID is assigned and displayed for every submission of MILSTRIP records. This Batch ID can be used to view the state of an entire group of requisitions submitted at the same time using File Text upload. The Batch ID can be used in conjunction with the new requisition audit transaction.